

SCOTT COUNTY FARMERS' MARKET

RULES FOR OPERATIONS

Subject to change, as deemed necessary

According to the United States Department of Agriculture (USDA), a farmers market provides a common area where farmers/growers/members gather on a recurring basis to sell a variety of fresh fruits, vegetables, and other farm products directly to consumers. The purpose of the Scott Co. Farmers' Market, Inc., (SCFM) is the promotion and improvement of the production, sales, and distribution of agricultural products in the State of Kentucky. Based on these premises, and to the extent reasonably possible, the overall goal, on any given day, is to achieve at least 70% participation from farmers/growers. Additionally, items to be sold at SCFM must be ACCEPTABLE PRODUCTS. Acceptable Products are defined as products offered for sale that are in compliance with the following guidelines. **ALL VENDORS MUST PROVIDE PROOF OF LIABILITY INSURANCE.**

ACCEPTABLE PRODUCTS

- 1) Produce and products must be locally produced from Kentucky farms or if purchased from outside of the state, (i.e., Tennessee tomatoes, Indiana cantaloupes), the producer must properly label the point of origin of such product and limit these sales to twenty-five percent (25%) of total sales.
- 2) Products may include, but are not limited to, plant sales, including bedding, vegetables, herbs, flowers (indoor & outdoor), trees shrubs, woody ornamentals, and brambles if raised by the member and labeled appropriately. Appropriate state guidelines and licensing may apply. Please reference the Kentucky Farmers' Market Manual.
- 3) **VENDORS MAY NOT ACCEPT WIC OR SRFMNP VOUCHERS UNLESS THEY HAVE BEEN THROUGH THE WIC/SRFMNP CERTIFICATION TRAINING OF CURRENT YEAR.**
- 4) Seed sales of heirloom or open-pollinated, edible and/or ornamental, plant varieties are allowed if the plants were raised, and the seeds collected and/or processed by the member.
- 5) Member-produced foodstuff, baked goods, and value-added products may be sold in accordance with all applicable laws. **All appropriate permits, certificates and photos are required. Copies of such MUST be turned in with application.**
- 6) Fresh and dried herbs, seasoning mixes, preserves, and equivalents must actually be produced and blended by the member. Ingredients may be purchased in accordance with HB391 or applicable laws.
- 7) No concessional foods allowed.
- 8) Soaps, lotions, candles, etc. must be produced, packaged, and labeled by the member. **Labeling must be in accordance with FDA and state health regulations if required and other laws may apply.**
- 9) Honeys, bee products, syrups, and sorghums are produced, packaged, and labeled pursuant to applicable laws.
- 10) Value-added dried fruits, vegetables, herbs, and mushrooms pursuant to applicable laws if that are grown/produced/collected by the member.
- 11) Meat, eggs, and dairy products must be processed and handled in a manner that meets all governmental regulations and you must have all appropriate licenses and certificates present at the market.
- 12) SCFM Sales and Registration Committee shall have the right to prohibit the sale of any unacceptable item(s). Vendor/item space will be allocated based upon a combination of factors including, but not limited to: availability of space, vendor category, value, uniqueness, and quality of product. All new vendors will need approval from the member committee before joining the market.
- 13) Vendors selling solely handmade, non-food items are allowed if:
 - A. Handmade, non-food item vendors' booths do not exceed 30% of total Farmers' Market population.
 - B. Product materials are grown and/or collected by the member, & if some materials are purchased, the item must be so labeled.
 - C. All assembly or handcrafting is physically done by the members or under their direct supervision.
 - D. No imported or domestic "finished" items or pre-assembled kits are allowed.
 - E. Items or pictures of items to be sold must accompany an application. The items' acceptance to the market will be based on a juried process in which work is judged by a subjective set of criteria dependent upon compliance with items 13 B, C, D and by the nature of artisanship.
 - F. No direct sales allowed. (i.e., Avon, Mary Kay, Pampered Chef, etc.)
 - G. No drug propaganda at market.
- 14) Returning vendors may apply to add new products to their booths each season. The committee will review new products to ensure that they meet the Farmers' Market Guidelines, are compatible with the general composition of the booth and with the farmers' market as a whole.



THE MARKET

APPLICATIONS DUE FEBRUARY 15, 2023

- I. The market site will be limited to City Parking Lot, Corner of N. Broadway and Washington, Georgetown.
- II. The market will open on Saturday mornings from 9:00 a.m. – 1:00 p.m. Vendors will arrive by 8:30 am to set up and pack up and vacate the lot by 1:30 p.m.
- III. Applications for Farmers/Growers/Members/Vendors along with PROOF OF LIABILITY INSURANCE. must be emailed as an attachment no than **FEBRUARY 15, 2023**, to: scottcountykyfarmersmarket@gmail.com
- IV. The opening date of the market will be the 2nd Saturday in May (Mother's Day weekend) and closing date is Saturday of Labor Day weekend. Fall Market will begin the Saturday following Labor Day and run through the first weekend of October. Additional dates will correlate with Georgetown Tourism Events, which are: Georgetown After Hours, Small Business Saturdays and Holiday Events. **There is a cost of \$100.00 per single space for Fall Market.**
- V. All Farmers/Growers/Members/Vendors must pay the registration fee by their first set up at the market. **Pay by check only**, made out to Scott County Farmers' Market. SINGLE SPACE \$200.00, for 2023 season, Double Space \$400.00 - Fall Market Session, \$100.00
- VI. Pop-up Canopies/Tents may be used provided they do not extend beyond the vendor's designated space. When in use, all Canopies/Tents must be safely secured to the ground by using sufficient weight on each leg. Under no circumstances must a Canopies/Tents be secured to Parking Lot surface by stakes, bolts, or similar.
- VII. Keep the area clean. Removal of all trash, boxes, and produce is the responsibility of the vendors.
- VIII. Keep produce from touching the ground. Produce must be displayed at least 2-feet above the ground in baskets, on tail-gate, table, stand, etc.
- IX. Trucks or vehicles must be reasonably clean from dirt, manure, etc.
- X. Farmers/Growers/Members/Vendors must have source of origin displayed at stand if produce is not produced by the vendor, including produce and processed goods purchased for resale.
- XI. The Kentucky Department of Agriculture must certify growers' scales yearly. The Scott County Cooperative Extension (SCCE) Horticultural Program will attempt to set up a scale certification date BUT it is the responsibility of the Farmer/Grower/ Member/Vendor to make arrangements for their scales to be inspected and certified.
- XII. Pricing should be based on the cost of production and reflect the quality and freshness of the product(s). Vendors are asked
 - a. to be fair and equitable in their pricing.
- XIII. Growers and vendors must wear shirts, use appropriate language, and not engage in any disorderly conduct while engaged in selling at the market.
- XIV. Vendors who do not follow these rules will receive a warning. A second violation of the rules will result in a second warning. A third violation of the rules will result in expulsion from the Market.
- XV. VENDORS MAY NOT ACCEPT WIC OR SRFMNP VOUCHERS UNLESS THEY HAVE BEEN THROUGH THE WIC/ SRFMNP CERTIFICATION TRAINING OF CURRENT YEAR.**
- XVI. If you accept Kentucky SR FMNP and WIC Food Instruments/Voucher, SOMEONE from your operation must attend yearly training, and train your employees who will be selling at the market. YOUR SIGNS MUST BE DISPLAYED AT YOUR BOOTHS AT ALL TIMES.**
- XVII. Booths must have appropriate Sampling Certificate to administer samples.**
- XVIII. All vendors and their employees must follow Current Covid-19/Pandemic Guidelines.
- XIX. NO HAWKING - Samples, brochures, pamphlets, flyers, etc. may only be passed out by appropriately certified member of
 - a. the Farmers' Market and only at a booth.
- XX. ATTENDANCE WILL BE KEPT and vendors missing more than 4 regular season market days without a valid excuse will have future application examined as a new vendor application the following season—**ATTENDANCE MATTERS!**
- XXI. APPLICATIONS DUE FEBRUARY 15, 2023**

